

BLOCK PARTY Registration



PLEASE PLAN TO PARTICIPATE IN 2014. TOGETHER, WE CAN MAKE A DIFFERENCE!

Welcome to National Night Out 2014! It is America's Night Out Against Crime! This is the 31st annual National Night Out, a crime and drug prevention event sponsored by the National Association of Town Watch. More than 40 events were held around the City in 2013. Groups that register with the City will potentially have visits from Police, Fire and City Councilmembers. Past block parties in the City have been very creative, ranging from simple neighborhood meetings to large neighborhood dinners with live entertainment. Some groups choose to close a neighborhood street while others hold events at City parks or in a neighbor's yard. It does not require a large amount of money to make an event a success; many groups have pot-luck events where everyone in the neighborhood brings a favorite dish to share.

To better meet the needs of all the neighborhoods that wish to participate, and to help schedule city resources more effectively, we will be trying something new this year. We are asking groups to plan their block party for **TUESDAY, AUGUST 5** or **THURSDAY, AUGUST 21**. Ideally, we would like to try and limit both of these nights to no more than 20-25 events each. Also keep in mind that there are several days in August that are NOT available for city visits/support, if you have questions about a specific date, please contact us.

Start planning early:

- Organize a neighborhood block party committee.
- Please complete and return the ENTIRE registration packet by **TUESDAY, JULY 15**.
- Decide if you will be closing a street and submit a street closure request form with the packet.
- Invite your neighbors (reminder cards and door hangers will be available in limited quantities).
- Post a National Night Out banner a few days before your event to remind your neighbors to attend (limited quantities for registered groups).

BLOCK PARTY Registration Form

Neighborhood Association Name:			
<input type="radio"/> Tuesday, August 5		Other:	
<input type="radio"/> Thursday, August 21			
Expected Attendance:		Number of Homes Invited:	
Exact Start Time:		Suggested Time of Staff Visits:	
Exact Address of Event:			
<input type="radio"/> City Park		<input type="radio"/> Residence	
<input type="radio"/> Street		<input type="radio"/> Clubhouse	
<input type="radio"/> Other:			
Street Closure Request Form Submitted:		<input type="radio"/> No <input type="radio"/> Yes	
Barricades Needed:		<input type="radio"/> No <input type="radio"/> Yes How Many?	
Caution Tape Needed:		<input type="radio"/> No <input type="radio"/> Yes How Much?	
Assistance Request Form Submitted:		<input type="radio"/> No <input type="radio"/> Yes	
Planned activities at your event:			
Special requests from the city:			
Neighborhood Contact Information			
Chairperson:			
Email Address:			
Home Address:		Zip Code:	
Home Phone:		Cell Phone:	
National Night Out Event Contact Information			
Chairperson:			
Email Address:			
Home Address:		Zip Code:	
Home Phone:		Cell Phone:	



Please return the completed registration packet BEFORE TUESDAY, JULY 15 to:



West Valley City Public Relations & Neighborhood Services Office
 3600 South Constitution Boulevard, Suite 230
 West Valley City, Utah 84119
 Fax: (801) 955-3604
 Email: neighborhoods@wvc-ut.gov



assistance Request Form

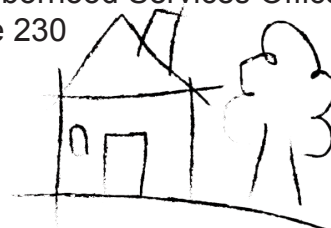
Neighborhood Association Name:					
<input type="radio"/> Tuesday, August 5			Other:		
<input type="radio"/> Thursday, August 21					
Expected Attendance:			Number of Homes Invited:		
Sometimes donations will enable the City to help provide hot dogs, buns, potato chips, and bottled water to neighborhood events. We make every possible effort to complete all requests. ALL QUESTIONS MUST BE ANSWERED FOR REQUEST TO BE COMPLETE. Use another sheet of paper if needed.					
Why Does your neighborhood participate in National Night Out?					
How does National Night Out make a difference in your neighborhood?					
How does National Night Out help to strengthen your relationship with the West Valley City Police Department?					
How do you reach out to and include every resident in your neighborhood?					
How do you celebrate and include the rich diversity of your neighborhood in your National Night Out event?					
How will receiving these items help to make your event a success?					
If you do not receive these items, will your neighborhood event still take place?					
REQUESTED ITEMS:					
Quantity	Item	Quantity	Item	Quantity	Item
	Street Banner		Street Sign		Door Hangers
	Hot Dogs		Buns		Chips
	Ketchup (32oz)		Mustard (20 oz)		Relish (12 oz)
	Paper Plates		Napkins		Paper Towels
	Bottled Water		Paper Cups		



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street closure assistance

NATIONAL NIGHT OUT STREET CLOSURE REQUEST REQUIREMENTS

Step 1:

- Ask neighbors to sign the "Street Closure Request Petition." You are required to receive signatures of support from 51 percent of the homes on the street that will be closed. You should deliver a flyer to every home about the proposed block party with your address and phone number on it.
- Ask your neighbors for comments prior to the party and before going door to door for signatures.
- You must make an attempt to contact every homeowner on the street you are proposing to close and ask for their support.

Step 2:

- Attach a map that **CLEARLY** identifies the section of the street that you are requesting permission to close.

Step 3:

- Return the completed application, petition, and area map.
- The completed application needs to be returned along with the petition of consenting neighbors and a map of the area to the Neighborhood Services Office before July 28, 2014. Staff there will help you obtain the necessary approvals.

Step 4:

- After the approval, make arrangements to pick up barricades or caution tape from the Neighborhood Services Office.
- There are a limited number of barricades being rented by the City for National Night Out.
- As a reminder, West Valley City Hall is open Monday through Thursday from 7 a.m. to 6 p.m.
- Barricades need to be returned the next business day, Monday through Thursday.

TIPS TO CONSIDER

- It is much easier to get approval to close a cul-de-sac than it is to get approval to close a through street. Main thorough-fares into subdivisions may not be closed off.
- Barricades must be removed by 10 p.m. as the City's noise ordinance restricts noise after that time.
- No alcohol is permitted on the street or public right of way.
- Barricades and tape are provided as a service by the City to close the street. Do not park cars to obstruct entry to streets or fire hydrants.
- For pedestrian safety, instruct residents to park their cars outside the boundaries of the closed street area if they wish to use their vehicles during the block party.
- It may be helpful to designate people who will supervise safety, and ensure noise control and cleanliness of the neighborhood.
- Take pictures of your party and Neighborhood Services will help you design and print a neighborhood newsletter.

Good luck and enjoy your party!



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street closure request Form

NATIONAL NIGHT OUT STREET CLOSURE REQUEST REQUIREMENTS

Neighborhood Association Name:			
<input type="radio"/> Tuesday, August 5		Other:	
<input type="radio"/> Thursday, August 21			
Closure Start Time:		Closure End Time:	
Event Start Time:		Event End Time:	
Name of street being proposed for closure:			
From house number:		To house number:	
Attach a map that CLEARLY identifies the section of the street that you are requesting permission to close.			
Barricades Needed:	<input type="radio"/> No	<input type="radio"/> Yes	How Many?
Caution Tape Needed:	<input type="radio"/> No	<input type="radio"/> Yes	How Much?
Neighborhood Contact Information			
Chairperson:			
Email Address:			
Home Address:		Zip Code:	
Home Phone:		Cell Phone:	
National Night Out Event Contact Information			
Chairperson:			
Email Address:			
Home Address:		Zip Code:	
Home Phone:		Cell Phone:	

FOR OFFICE USE ONLY:

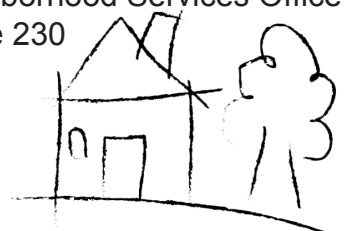
City Council:		Police CSO:		Code Enforcement:		CDBG Area:	
PR&NS Approval:		Police Approval:		Fire Approval:		Public Works Approval:	



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street closure Petition Form

NATIONAL NIGHT OUT STREET CLOSURE REQUEST REQUIREMENTS

I live on the street that will be closed for the neighborhood National Night Out block party.

I support closing the street for this purpose.

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

Comment: _____

Name: _____ Address: _____

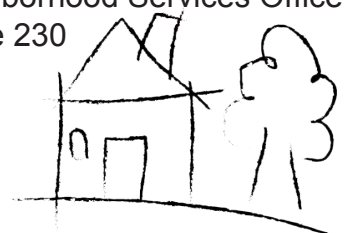
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